

**Regular Meeting Minutes**  
**Ellendale Fire Company**  
**LOCATION CHANGE: 302 Main St, Ellendale, DE 19941**  
**September 1<sup>st</sup>, 2020**

At 7:01pm, the regular meeting was called to order by Kimberly Hughes, President. Moment of silence was held, and Pledge recited. Due to COVID-19, the regular town hall meeting was held at the Ellendale Fire Company

**Roll Call:** Kim Hughes, President – Present; Virginia Weller, Vice President – Present; Sherita Perry, Treasurer - Present; Tanya D. Mann, Secretary – Present; Tamara Skis – Present; and Town Solicitor – Seat Vacant

For Residents in attendance, refer to sign-in sheet.

**Citizen Recognition Program:** No Citizen Recognition in September

**Approval of Agenda:** Changes: Tabling 11.1, 11.4, 11.7 under Old Business. Tamara Skis - motion to accept agenda with the changes and Sherita Perry gave second. All present voted in favor. Motion Carried

**Approval of Minutes:** Corrections were made to Old Business under *Ingram Village on-street parking issues update* to state “and other Town employees have been letting residents know....” Also, *Correspondence* the statement was corrected to “another attorney who is interested in representing the Town.” Virginia Weller – motion to approve the minutes with corrections. Sherita Perry – second. All present voted in favor. Motion Carried

**Treasurer’s Report:** Tamara Skis – Motion to accept the July 2020 Treasurer’s Report. Virginia Weller – Second. All present voted in favor. Motion Carried

Virginia Weller – Motion to accept the August 2020 Treasurer’s Report. Tanya Mann – Second. All present voted in favor. Motion Carried

**Police Report:** Corrections: 8/6/2020 change “barging” to “barking” dog, and on 8/18/2020 need to be changed from “officer’s” to “officers”

Tamara Skis – motion to accept the August 2020 Police Report with police report. Virginia Weller – Second. All present voted in favor. Motion Carried

**Solicitor’s Report:** No Solicitor was present.

**Recognition of Visitor’s:** Karen and Deborah Short who live at 301 Willow Street addressed the Council with concerns about speeding on the back streets. They advised that there are children who are playing on the street. Pres. Hughes advised that there has been a grant awarded for a speed monitor that can be moved into the area, and that arrests have been made related to that.

There have also been “suspicious” cars that are in the area, which are the US Census Enumerators.

**OLD BUSINESS**

**Ingram Village on-street parking issues update:** TABLED

**Comprehensive plan review updates:** Still under development to meet the deadline. Tamara Skis advised to the residents the meeting that was held with the State Planning Commission representative, specifically related to the Rte 16 and Rte 404. One of the recommendations from SPC is to write an ordinance that prevents cul-de-sacs because of the lack of the ability of emergency vehicles to turn around.

Aaron Moore advised that if the Town wants more input in the development around the Town, there would have to be more aggressive annexation.

Tamara Skis asked if the annexation plan will be included in the Comprehensive Plan. Kim Hughes advised that the area of interest would now change from a designated study area, to a Phase 1 annexation plan.

**Committee Update:** No updates from the Committees.

**Charter Changes Project:** Tabled for month of August 2020

**Revision 2018 Audit:** Council met with Mr. Sombar prior to the regular meeting, and had their concerns addressed. Mr. Sombar agreed to update the budget as requested and to provide a supplementary letter stating that there have been multiple revisions needed which is part of the delay of the approval of the audit.

**Proposed Budget/Fee Schedule:** Budget was reviewed. There were corrections needed for the income for town employees.

Tamara Skis – motion to accept the 2020 Budget with corrections. Sherita Perry – Second. All present voted in favor. Motion Carried

**Ingram Village Zoning issue – Townhouses:** TABLED.

**Backpack/Flu Shot Event:** October 3<sup>rd</sup> at the Fire Hall. From 10am-2pm. The students will also get school supplies. Jamie Webb donated \$25 to get crayons for the bags. There will also be COVID-19 magnets and hand sanitizer for the adults.

**Sidewalk/drainage issue at 311 Main St:** The Council will attempt to get the Railroad to address the drainage issue. There is a State liaison who has the responsibility to work with municipalities and the railroad when the railroad affects the Town, such as the current draining issue. Kim Hughes was provided the name and contact information for that liaison and will work with them to address the issue, hopefully more quickly than the budget would have allowed.

**Annis Manufacturing License:** Annis Arms is currently listed as a dealer with the ATF and now wants to be considered a manufacturer. Currently, Mr. Annis has to order parts as needed for his business, by changing to a manufacturer with the ATF, he would be able to carry stock parts. He currently has a special use license with the Town. Will be reviewed with Planning Commission and Board of Adjustments. Tamara Skis asked whether his zoning will change because of his manufacturing site.



### **NEW BUSINESS**

**Police 100<sup>th</sup> Anniversary:** Tamara Skis suggested that the Town reach out to the Fire Company and ask to join the two celebrations, especially since the Fire Company has delayed a year due to COVID. Chad Schmidt said he would bring it up to the company. Aaron Moore advised that he is the Chairman of the committee, and he has no problems with the idea, but expects dissent amongst some of the members.

Tamara Skis – motion to send the Ellendale Fire Company a letter requesting to join the two 100<sup>th</sup> Anniversary celebrations. Sherita Perry – Second. All present voted in favor. Motion Carried

**DelDOT Ellendale Area Study:** This is the only definite bypass that DelDOT is planning on doing. Design is expected to start in 2025 and construction by 2027. Now is the time to plan for service roads. The Ellendale Fire Company will be asked to participate in Town planning to ensure that their needs are being considered.

**Adjournment:** Tamara – motion to adjourn. Sherita Perry – Second. All present voted in favor. Motion Carried

Meeting adjourned at 9:18pm

Minutes Submitted by Tamara Skis

Hamberley Hughes  
President/Mayor

10/6/2020  
Date

Tamara Skis  
Secretary/Councilmember

Oct 6, 2020  
Date